



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

EDUCATION

Course Data Collection – Team Lead
Division of Data, Assessment, and Research

The Office of the State Superintendent of Education (OSSE) is the State Education Agency for the District of Columbia charged with raising the quality of education for all DC residents. OSSE is focused on sustaining, accelerating, and deepening the progress being made for the District's 90,000+ students. OSSE serves as the District's liaison to the U.S. Department of Education and works closely with the District's 470+ early childhood facilities, 250+ schools, 60+ local education agencies (including DCPS and charter organizations), and community-based organizations to provide critical programming and resources to our stakeholders.

Within OSSE, the Division of Data, Assessment, and Research is responsible for using data to measure and communicate student success. We strive to develop data and measurement systems and resources, produce actionable data, and to conduct research that increases the capacity of our stakeholders to initiate and drive policy decisions and implement and evaluate successful programs that support the improvement of students' educational opportunities and outcomes.

This position will manage the team and project to implement OSSE's collection of local education agencies' (LEA) course data linked to students and teachers. The collection of LEA course data mapped to a state-level course catalog will allow for enumerable insights into student outcomes, including equitable access to rigorous coursework and if particular course taking patterns help students achieve better outcomes. This position is funded through September 2024 during which time the team will develop a state-level course catalog of requirements, standards, and expectations, map local courses to that catalog, and pilot the collection, maintenance, and analysis of course-level information.

Specific functions of the Team Lead include:

- Identify project milestone and regularly document progress toward those milestones
- Supervise staff to achieve milestones and successful delivery of the project
- Provide regular feedback and guidance to staff; hold staff accountable for deliverables and timelines
- Identify, circumnavigate, and proactively communicate about roadblocks

Key qualifications for the role include:

- Bachelor's degree
- 3+ years of relevant experience
- Advanced knowledge of education policy, particularly in the DC landscape

- Experience constructing and analyzing large datasets
- Experience managing and leading convenings of large multi-disciplinary stakeholder groups
- Demonstrated track record of delivering large projects on-time and within budget
- Excellent problem-solving, planning, and strategic thinking skills
- Superior project management skill

Our ideal candidate will also have:

- A knack for identifying innovative solutions to tough problems.
- A natural ability to effectively collaborate and communicate with a broad set of stakeholders, as well as navigate internal and external stakeholder relationships.
- Superior ability to communicate complex information to stakeholders with varying degrees of sophistication and technical literacy.
- Expert understanding of application development, project management, and usage.
- Good humor, adaptability, and resilience in the face of competing and evolving priorities.
- Commitment to diversity, equity, and inclusion in all aspects of the work.

The Course Data Collection Team Lead will report to the Assistant Superintendent for Data, Assessment, and Reporting.

Interested applicants should register for the [OSSE Virtual Hiring Fair](https://osse.dc.gov/page/hiring-fair-osse).

Full Link = <https://osse.dc.gov/page/hiring-fair-osse>.